

MEMORANDUM

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Agenda Item No. \_\_\_\_\_

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**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

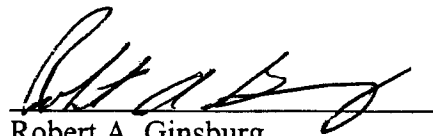
**DATE:** December 10, 2004

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Resolution directing the  
County Manager to  
implement a quality  
control program at County  
Parks

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The accompanying resolution was prepared and placed on the agenda at the request  
of Sen. Javier D. Souto.

  
Robert A. Ginsburg  
County Attorney

RAG/jls

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# MEMORANDUM

Agenda Item No. 7(M)(2)(A)

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**TO:** Hon. Chairperson Barbara Carey-Shuler, Ed.D.  
and Members, Board of County Commissioners

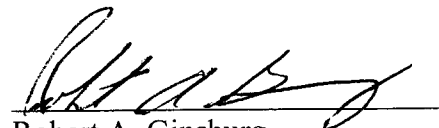
**DATE:** September 21, 2004

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Resolution directing the  
County Manager to  
implement a quality  
control program at County  
Parks

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The accompanying resolution was prepared and placed on the agenda at the request of Sen. Javier D. Souto.

  
Robert A. Ginsburg  
County Attorney

RAG/jls




# MEMORANDUM

(Revised)

**TO:** Hon. Chairperson Barbara Carey-Shuler, Ed.D.  
and Members, Board of County Commissioners

**DATE:** September 21, 2004

**FROM:**   
Robert A. Ginsburg  
County Attorney

**SUBJECT:** Agenda Item No. 7(M)(2)(A).

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved \_\_\_\_\_ Mayor

Agenda Item No. 7 (M) (2) (A)

Veto \_\_\_\_\_

9-21-04

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DIRECTING THE COUNTY MANAGER TO  
IMPLEMENT A QUALITY CONTROL PROGRAM AT  
COUNTY PARKS

**WHEREAS**, Miami-Dade County is dedicated to improving the quality of its parks and the delivery of park services to its residents; and

**WHEREAS**, this Board recognizes the importance of maintaining park bathrooms to ensure they are cleaned and deodorized; that they are free of graffiti and holes; and that they are continually stocked with soap and paper products; and

**WHEREAS**, this Board recognizes the importance of maintaining park equipment and facilities in proper repair; and

**WHEREAS**, this Board recognizes the importance of emptying trash receptacles frequently; and

**WHEREAS**, this Board recognizes the importance of the proper maintenance of disabled parking spaces ensuring they are identified by the required pavement markings and proper signage and that ramp access is provided to the park; and

**WHEREAS**, this Board recognizes that the day to day maintenance of park facilities is of the utmost importance because they are used by thousands of Miami-Dade County residents and visitors on a daily basis,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board hereby directs the County Manager to implement a quality control program in all Miami-Dade County Parks which should include, at a minimum:

1) Regular inspection of Miami-Dade County regional and neighborhood parks with the opportunity for immediate verbal and written feedback provided to the supervisor responsible for the maintenance and management of the park; and

2) Training of park supervisors to ensure the high-level of quality control at the parks; and

3) Improvements to the overall maintenance of restrooms, with emphasis during peak operating hours (weekends and holidays), a sample bathroom inspection checklist is attached hereto; and

4) Implementation of a method to provide public comments and suggestions to Miami-Dade County on the overall quality, cleanliness, appearance, and functional utility of their park, such as suggestion boxes or the posting of park office phone numbers outside restroom facilities and other frequently used park facilities. The comments should be collected on a weekly basis, with copies of the comments being provided to the Director of the Miami-Dade County Parks and Recreation Department, the Assistant County Manager assigned to the Parks and Recreation Department and to the Recreation and Cultural Affairs Committee; and

5) Increase funding in the 2004-2005 Annual Budget sufficient for the proper maintenance of all County neighborhood, district and regional parks, including funding for additional custodial and maintenance staff.

The foregoing resolution was sponsored by Senator Javier D. Souto and offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Dr. Barbara Carey-Shuler, Chairperson  
Katy Sorenson, Vice-Chairperson

Bruno A. Barreiro  
Carlos A. Gimenez  
Barbara J. Jordan  
Dennis C. Moss  
Natacha Seijas  
Sen. Javier D. Souto

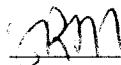
Jose "Pepe" Diaz  
Sally A. Heyman  
Joe A. Martinez  
Dorin D. Rolle  
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 21<sup>st</sup> day of September, 2004. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

Approved by County Attorney as  
to form and legal sufficiency.



Stephanie R. Miller

By: \_\_\_\_\_  
Deputy Clerk

# RESTROOM CHECK

EMPLOYEE \_\_\_\_\_ TIME \_\_\_\_\_

- \_\_\_ Paper Products (Stocked, dispenser clean)
- \_\_\_ Sink (clean, dry, fixtures sparkling)
- \_\_\_ Counters (clean, dry, no soap)
- \_\_\_ Soap (full, clean, off counter)
- \_\_\_ Mirrors (clean & spotless, no streaks)
- \_\_\_ Trash Can (Clean, not full, liner)
- \_\_\_ Floor (clean, dry, no paper)
- \_\_\_ Walls (clean from floor to ceiling, no writing)
- \_\_\_ Stalls (clean, good repair, no writing)
- \_\_\_ Toilets (clean, flushed, seat wiped)
- \_\_\_ Urinal-Men (clean, no debris, fixtures sparkling)
- \_\_\_ Smell (fresh & clean)